



October 2012 Newsletter



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2012-2013 Statewide Assessment Schedule	
August/September 2012	High schools will receive information about the ACT Plus Writing Administration
December 3, 2012 – January 29, 2013	English Language Proficiency Assessment Window– WIDA
January 9 –11, 2013	OPI Assessment and Data Conference, Billings The conference will begin with pre sessions the afternoon of January 9 with a full day of regular sessions on January 10 and morning sessions on January 11.
February 19 – March 26, 2013	CRT-Alternate, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science. The first week of this window is intended for training and the preparation of materials.
March 4 – March 26, 2013	CRT, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10, Science
April 23 – May 7, 2013	ACT Plus Writing for Public School Students in Grade 11 April 23: Initial Test Day May 7: Makeup Test Day April 23 – May 7: Accommodated Testing Window

Test Coordinator Information

If your system has a new System Test Coordinator this school year, please contact Helen Christensen, the OPI assessment interim assistant at (406)444-3511. Please provide the Test Coordinator's name, email address, phone number, shipping address, and mailing address. OPI assessment staff contact information is on the first page of this newsletter. Test Coordinator Information is also collected with schools' data during the OPI Annual Data Collection (ADC); however, timely important information will be sent to System Test Coordinators prior to the ADC Collection.



Criterion Referenced Test and Criterion Referenced Test - Alternative

The link to the registration for the CRT Test Development Reading Passage review is now open for registration:

Please share the following information with your teaching staff as well as with your building and system administrators.

- November 29-30, 2012
- Participants need are panels of five each: elementary, middle school, and high school teachers.
- Sessions are in Helena.
- Training is included.
- Lodging is provided for participants living 90 miles or more from Helena. In addition, mileage, meals not provided during the sessions, and substitute pay are reimbursed. Renewal units are also available. We look forward to hearing from you soon.
- Nomination is online at the following link:
<http://iservices.measuredprogress.org/Default.asp?ProgramID=11&submit1=Enter>
- Click on CRT and CRT Alternate Meeting Registrations

Information on requests to include home-schooled students in the Spring 2013 test administration is online at the following link:

<http://opi.mt.gov/PDF/Assessment/CRT/13Spring-Home-Schooled-Student-Requests-to-Participate-CRT.pdf>

Accommodations

Deadline to order Braille versions of the Spring 2013 CRT

The CRT is available in two Braille versions, but because it is a lengthy process to produce them, all orders must be complete by November 5, 2012.

- When ordering, please specify which version is required, Uncontracted or Contracted.
 - **Uncontracted Braille:** Words are transcribed to Braille by simply substituting the equivalent Braille character for its printed equivalent, such a character-by-character transcription. It is used by beginners.
 - **Contracted Braille** uses a system of contractions to reduce space and speed the process of reading. Virtually all Braille books are transcribed in this format.
- Please check with your Special Education Directors/teachers and schools to determine if you have any student (s) in your system who requires a Braille version in grades 3 - 8 or 10 and which version.
- Order deadline November 5, 2012. Please contact Yvonne Field (yfield@mt.gov or 406-444-0748) with the following information: state student ID, grade, school, and version (Uncontracted or Contracted) for each student requiring a Braille version. To ensure student privacy, **please do not include the name of the student.**

Ordering Large Print Versions of the CRT

- System Test Coordinators order the large print versions online <http://iservices.measuredprogress.org>
- The link will be activated on **October 30, 2012**
- Choose Montana and click Enter
- Choose "Order Large Print Test Booklets"
- You will need state student ID, grade, and school for each student requiring the large print version.
- Order deadline for currently enrolled students: **February 9, 2013**
- **To order Large Print versions after the deadline, please refer to the 2013 Test Coordinator Manual instructions for ordering additional materials.**

CRT-ALT

Registration Window Opens October 8, 2012

Below is a table with the registration windows for students eligible for the CRT-Alternate. After December 3, 2012, the windows are specifically for students newly enrolled in your schools.

Should the registration windows not be observed for enrolled students, the students may be considered non-participants with calculated scores of novice for AYP determinations.

Registration Windows for Students Eligible for the 2013 CRT-Alternate Including Students who Participated in the 2012 CRT-Alternate	
October 8, 2012 – December 3, 2012	For students currently enrolled in your school
January 2, 2013 – January 15, 2013	For students who enroll in your school after December 3, 2012
After January 15, 2013	For students who enroll after January 15, 2013, please contact Judy Snow, 406-444-3656, jsnow@mt.gov

Instructions for registering students for the CRT-Alt are located at the following link:

<http://opi.mt.gov/PDF/Assessment/CRT/13CRT-Alt-Registering-Students.pdf>

JUMP Smarter

A sample of Montana schools has been contacted by SMARTER Balanced Assessment Consortium to participate in a small-scale pilot of test items. All schools will have the opportunity to apply for the full-scale pilot tentatively scheduled for January – May 2013. Please refer to the following link regularly for updates: http://opi.mt.gov/Curriculum/montCAS/MCCS/index.php#p7GPc1_5 (Information will be in the Assessment Key Dates section.) In addition, all system test coordinators will receive updated information as it is available.



English Language Proficiency Assessments

ACCESS for ELLs Timeline	Start Date	End Date
Deadline for school LEP program data to be entered into AIM	NA	October 12, 2012
OPI orders tests and barcode labels for systems and schools.	NA	November 6, 2012
Systems receive ACCESS test materials shipped by MetriTech*	NA	November 28, 2012

Additional materials ordering deadline		January 16, 2013
Test Window	December 3, 2012	January 29, 2013
Deadline for systems to ship return materials to MetriTech*		February 5, 2013

Deadline to enter LEP students is October 12, 2012

- It is important for districts to review the results of the 2011-2012 ACCESS for ELLs® assessment and take them into consideration when updating the status of LEP students.
- The results reports from the 2011-12 MontCAS ELP assessment (ACCESS for ELLs®) were mailed to System Test Coordinators on 8/31/12 and should have begun arriving by 9/7/12.
- LEP status must be updated in AIM by 10/12/12 in order for testing materials to be accurately ordered. OPI will order the testing materials using the following guidelines:
 - Using previous scores for returning LEP students
 - Tier A for new LEP students
 - When materials arrive, schools should check which tier is assigned to each student. If a different tier is required, the school may order additional materials.
 - NOTE: If schools wish to specify tiers before OPI places the order, please contact Eric Meredith at OPI by October 31, 2012.
emeridith@mt.gov or 406-444-3642
- The new guidance document: *Criteria for Identification of Limited English Proficiency & Definition of Proficient* (<http://opi.mt.gov/PDF/Bilingual/12AugLEPCriteria.pdf>) along with the results reports and school assessments will guide you in making LEP status decisions.
- For more information on entering students in AIM, click on the following: [LEP students PDF](http://opi.mt.gov/pub/AIM/General%20Information/AIM%20Help/OneMinute/ProgramParticipation/LEP%20Students.pdf)
<http://opi.mt.gov/pub/AIM/General%20Information/AIM%20Help/OneMinute/ProgramParticipation/LEP%20Students.pdf>

Using the Kindergarten W-APT scores to determine LEP status

The Kindergarten W-APT screen test scores do not match up with the ACCESS for ELLs scores. In making determinations for first semester Kindergarten students who only take the listening and speaking W-APT; the following table can be used to guide LEP status decisions:

Raw Score	Eligibility Determination
Below 19	The student meets criteria for LEP and is eligible for ELL services.
Between 19 and 25	Also consider other assessment data (e.g.: other content and skills assessments) before determining eligibility.
25 or higher	The student meets Montana's minimum criteria for English language proficiency. They are not considered LEP.



ACT Plus Writing

Upcoming Materials

The week of September 24, 2012

- ACT sent materials to principals to initiate the process to establish their schools as test sites.
- ACT emailed system representatives a link to access materials.

- Using an online system, the principals will complete basic contact information for themselves and for their schools.
- Principals will also be asked to identify and appoint three key testing staff: the Test Supervisor (TS), the Back-Up Test Supervisor (BU), and the Test Accommodations Coordinator (TAC).
- The test center packets will include:
 - Packets to distribute to the three appointed staff and information on next steps.
 - Accommodations procedures and forms.

November 2012

- OPI will provide student participation guidance.

MontCAS Presents ACT Course

MontCAS presents will offer an online class for educators on the ACT Plus Writing writing resources. The class will include examining and using ACT exemplars and rubrics and will provide opportunities for discussion and planning to prepare students for college and career ready writing.

- The start date of the class is the last week in October or the first week in November.
- Graduate credit through MSU or Renewal units will be available.
- Information about the class will be posted on the MontCAS Presents site. If you are interested, please check the site regularly.

http://opi.mt.gov/Curriculum/MontCAS/MontCAS_Presents.html#p7GPc1_1



Professional Development Online

Back by Popular Demand

These online classes will tentatively begin mid to late October.

- Common Core Standards and Writing
- Common Core Standards and Math
- FAME (Formative Assessment for Montana Educators)

Coming Soon

ACT Plus Writing: Writing Resources

- The start date of the class is the last week in October or the first week in November.
- Graduate credit through MSU or Renewal units will be available.

Information about these classes will be posted on the MontCAS Presents site. If you are interested, please check the site regularly using the following link:

http://opi.mt.gov/Curriculum/MontCAS/MontCAS_Presents.html#p7GPc1_1

2013 Assessment/Data Conference: Seeing the Leaves and the Tree



2013 Assessment Conference- Call for Speakers

The Montana Office of Public Instruction will host the OPI Assessment/Data Conference on January 9 to 11, 2013 at the Crowne Plaza in Billings, Montana. The conference steering committee is seeking professionals to plan and present educational sessions. To submit a proposal to present and for more detailed information, please visit the following link:

2013 Assessment Conference - Call for Speakers

<http://www.keysurvey.com/f/456391/1a5b/>

Testing Contractor Information

The CRT and the CRT-Alternate—Measured Progress, Inc.

- Dan Verdick, Montana CRT Program Manager
dverdick@measuredprogress.org or 800-431-8901 x2220
- Tim Greenlaw, Montana CRT-Alternate Program Manager
greenlaw.timothy@measuredprogress.org or 800-431-8901x2309
- Nancy Hebb, Montana CRT Program Assistant
hebb.nancyl@measuredprogress.org or 888-792-2741

ACCESS and the W-APT, English Language Proficiency Assessments WIDA Consortium

- help@wida.us or 1-866-276-7735

ACT Plus Writing

- **General Information**
<http://corp.inetu.act.org/aap/state/contact.html> or 800/553-6244x2800
- **Accommodations Questions**
ACTStateAccoms@act.org or 800/553-6244x1788

Quote of the Month

"The longer the test the better you feel when it's over."

-- Cynthia Copeland Lewis, Really important stuff my kids have taught me, 1994